

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE**

THURSDAY, AUGUST 26, 2010

DRAFT MINUTES

Present: Michael Allison, Harry Birkenruth, Tom Callahan (by phone), Mark Hammond, and Frank Vasington

Staff: Cynthia van Zelm

Guest: Howard Kaufman with Leyland Alliance (by phone)

1. Call to Order

Tom Callahan called the meeting to order at 3:05 pm.

2. Approval of Minutes from July 22, 2010

Frank Vasington made a motion to approve the July 22, 2010 minutes. Harry Birkenruth seconded the motion. The motion was approved unanimously.

3. Recommendation of Patrick Carino to serve on Finance and Administration Committee

Mr. Birkenruth made a motion to recommend that the Board of Directors appoint Patrick Carino to the Finance and Administration Committee. Mr. Vasington seconded the motion. The motion was approved unanimously.

Mr. Callahan made a motion to go into executive session to review and discuss commercial and financial information provided in confidence by Storrs Center Alliance – CGS 1-200 (6), 1-210(b)(5)(B).

Mr. Birkenruth seconded the motion.

The motion was approved unanimously.

4. Executive Session – Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance

Present: Committee members Mr. Allison, Mr. Birkenruth, Mr. Callahan, Mr. Hammond, and Mr. Vasington.

Also Present: Ms. van Zelm, and Mr. Kaufman

5. Review of June 30, 2010 Financials

Ms. van Zelm reviewed the end of the year financials with the Committee.

6. Update on Four Corners Sewer and Water Advisory Committee

Ms. van Zelm reported that the Town received 10 responses for design of the sewage pump station at Four Corners. Town staff is reviewing the responses. With respect to the further design of water alternatives, 5 firms have been requested to provide proposals due on September 9. Interviews are planned for September 14.

7. Adjourn

The meeting adjourned at 5:00 pm.

Minutes taken by Cynthia van Zelm